

CLES Parents' Advisory Council Meeting Minutes
 Tuesday January 13th, 2026, 1:00 pm, CLES Library

Call to Order: 1.13pm

In Attendance: Christy Fell, Meagen Knoop, Desirae Robinson, Jennifer Adams, Keisha Stach, Nicole Warrington, Brittany Sandwell

#	Item	First	Second
1	Adoption of Agenda	Keisha	Desirae
2	Adoption of Last Meeting Minutes	Keisha	Nicole
3	Principal's Report PAC Principal's Report 1-13-2026.pdf <ul style="list-style-type: none"> • Board meeting today • French immersion sign up is open • Celebrated 67th day of school with 6 / 7 • Unesco peace banner – will be doing up a peace banner and then sending it to another BC Unesco school, was for international day of peace. CLES sent one to Trafalgar elementary school. Done by be the change – details on website • February 12th skating booked, need to know the time to plan out hot dog lunch • Focus on Youth performance week – May 4-8 – ask if request for volunteers could be sent out earlier 		
4	PAC positions <ul style="list-style-type: none"> • DPAC Rep 		
5	Treasurer's Report and Financials <ul style="list-style-type: none"> • PAC Accounts Balances as of Jan 7 <ul style="list-style-type: none"> ○ Chequing and Savings - \$3481 ○ Gaming Account Balance - \$859 		
6	Jan – June Fundraising <ul style="list-style-type: none"> • Mabels Labels – ongoing • Rotary presentation – Keisha gathering information, working to get quotes as school board requires 3 quotes and then can reach out to rotary for funding • Creston Coupon Books – good to go to the end of January, partnered with Erickson this year, look to partner with Ares as well next year to max what we can get per book. If under 300 total sold get \$10/book, if over get \$15/book. • Raffle Update – Draw completed, made \$2,290, proceeds is being split between the various classes between the 3 intermediate classes, Kings, Danforth, Jordon • Meat Draws – for one draw earned \$279.57, looking to do more as able to and people are available to attend 		
7	Constitution and Bylaws – Draft in progress		
8	Hot Lunches – <ul style="list-style-type: none"> • Pizza Dates – Jan 14, Mar 11, Apr 15, May 13 – have assigned each day with PAC coverage • Hot Dogs and Cookies - in February for students not going on the ski trip, <ul style="list-style-type: none"> ○ Send out order forms • Cookie Decorating – meeting at Christy's house prior to the February hot lunch event 		
9	Events <ul style="list-style-type: none"> • Gingerbread Event review – <ul style="list-style-type: none"> ○ Sold 78 gingerbread houses – charged \$5/house, cost was \$15/house, difference covered by PAC fundraising funds ○ Bring more scissors ○ Change pricing – look to increase price per kit depending on what we are looking at when we do it next year ○ Tables – needed more tables, look at reaching out to parents a few weeks before to have more tables to better fit everyone 		

	<ul style="list-style-type: none"> ○ Food – ensure that we are covering costs as we sold for below cost this year. Hot dogs or burgers or pizza. Look to have something next year that is more prepped ahead of time so that it is less labour intensive for PAC members. ○ Gingerbread houses – look at reaching out to stores a month prior to see what we are looking at for cost and see if they will support a school with a discounted price ○ Colouring table – worked well to distract the younger kids ● Spring Event – looking to do a family picnic one evening in May with some outdoor games and everything brings a picnic or potlach – discuss further next meeting, no cost event ● End of year lunch / event – do Sundays again, look at single serve options from the store so we don't have to scoop, we would provide topping options ● Look into a teacher appreciation – maybe do a lunch in the staff room that we make ● Grade 7 Graduation Event – Keisha is doing up an email to go out to the Grade 7 teachers – Danforth and Madam are the only 2 grade 7 classes. Looking to get more parents involved. There are around 20 total students. Keisha sending out an email to the other grade 7 parents. <ul style="list-style-type: none"> ○ Want to look into giving them a gift that is more usable instead of random stuff ○ Looking into what the end of year event is 		
10	Teacher Funding Requests <ul style="list-style-type: none"> ● Date of email out – Christy to send out by end of January 		
11	<ul style="list-style-type: none"> ● Roundtable 		

Adjournment: 2.27pm

Next Meeting: March 3 1pm

Calendar of upcoming events

PAC Meetings

Date	Event
February 10	Evening at Christy's House for Cookie Decorating 5.30-7.30 – bring a snack to share
March 3	1pm at the CLES Library
April 14	1pm at the CLES Library
May 12	1pm at the CLES Library
June 9	1pm at the CLES Library

Date	Event	PAC Member
January 14	Pizza Lunch	Keisha doing pick and distribution
February 12	Valentines Day Hot Dog – doing for kids not going skiing	Meagen on ski Trip Hot Dog Lunch – Christy, Brittany, Keisha, Desirae
March 11	Pizza Lunch	Meagen to pick up, drop off – Brittany to distribute
April 15	Pizza Lunch	Christy to pick up, drop off and distribute
May 13	Pizza Lunch	Christy to pick up, drop off and distribute
June	End of year lunch - TBD	